

**ASSAM RAJIV GANDHI UNIVERSITY OF COOPERATIVE MANAGEMENT**  
(A State University of Govt. of Assam)

BASIC TINIALI, GODADHAR NAGAR, JOYSAGAR, SIVASAGAR

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**NOTICE INVITING QUOTATION**

Quotation Notification: No./Rucm/Admn/Computer\_Table/2021/3-9

Date: 01/09/2021

Name of Goods: **1. Wooden Computer Table**

Last Date for submission of Quotation: **14/09/2021**

Time for completion of Supply after release of Purchase Order: **10 days**

Address for submission of Quotation: Purchase Officer

Assam Rajiv Gandhi University  
Of Cooperative Management  
Basic Tiniali, Godadhar, Joysagar,  
Sivasagar-785655, Assam

Kind Attention: Dr. Ranjan Sarmah, SIT, ARGUCOM, Sivasagar  
Mob: 9435156782



**Assam Rajiv Gandhi University of Cooperative Management**  
A Govt. of Assam University  
Recognised by UGC and member of Association of Indian Universities  
Basic Tiniali, Godadhar Nagar, Sivasagar, Assam-785655  
Email: info.argucom@gmail.com;

Quotation Notification: No./Rucm/Admn/Computer\_Table/2021/3-9

Date:01/09/2021

**Notice Inviting Quotation (NIQ)**

The Assam Rajiv Gandhi University of Cooperative Management (ARGUCOM), Sivasagar invites sealed quotations affix with Rs.8.25 court fee as per the specification given in this NIQ for the following items subject to the terms and consitions, from the reputed manufacturers or its authorized dealers or supplier or contractor or registered firm so as to reach on or before scheduled date and time. The quotations in the firm's Business letter head should be address to the "Purchase officer, ARGUCOM, Sivasagar". The envelope shall be superscribed with the Quotation Notification Number and the name of the Goods for which quotation is submitted.

Name of Goods: **1. Wooden Computer Table**

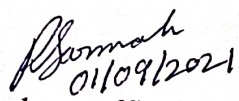
1. Time for completion of Supply after release of Purchase Order: **10 days**
2. Last Date for submission of Quotation: **14/09/2021 before 1:30 PM**
3. Bid opening Date : **15/09/2021 at 2.30 PM**

Address for submission of Quotation: Purchase Officer

Assam Rajiv Gandhi University  
Of Cooperative Management  
Basic Tiniali, Godadhar, Joysagar,  
Sivasagar-785655, Assam

Kind Attention: Dr. Ranjan Sarmah, SIT, ARGUCOM, Sivasagar  
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Note: Institute shall not be responsible for any postal delay about non-receipt/ non-delivery of the bids or due to wrong address.

  
(Purchase office)  
ARGUCOM, Sivasagar

**Purchase Officer**  
Assam Rajiv Gandhi University of  
Cooperative Management, Sivasagar



### **Terms and Conditions**

1. The rates should be quoted for preferably FOR destination from supply.
2. The bidder shall indicate the excise duty exemption for the goods if applicable.
3. The rate quoted should be on unit basis. Taxes and other charges should be quoted separately, considering exemption if any.
4. Rate quoted should be inclusive of Testing, commissioning and Installation of equipment and Training.
5. **The bidder should furnished PAN card, Trade license, GST registration certificate along with the quotation.**
6. **Payment:** No advance payment will be made. Payment will be made only after the supply of the item in good and satisfactory condition and receipt of bill from the supplier.
7. Guarantee and Warrantee period should be specified for the complete period conforming to the Specification of this tender document.
8. ARGUCOM reserves the right to reject any or all the tender without assigning any reason whatsoever.
9. In case of dispute, the matter will be subject to Sivasagar Jurisdiction only.

(Signature with seal of Bidder)

## **Schedule of Requirements, Specifications and allied Details**

**Items Name to be Procured** : **Wooden Computer Table**  
**Brief Specification of the Items** : **Attached**

**Quantity** : **As per mentioned (The quantity may vary)**

**Any other details/ requirement** : **N/A**

**Warranty/ Subscription Period required** : **As per company policy**

**Delivery Schedule expected after placement of Purchase order:** **10 days**



## Technical Specifications

Sl. No.	Item Name	Description	Quantity
1.	Wooden Computer Table	<b>Colour:</b> Brown, Black <b>Dimensions (LxWxH):</b> 121.9 x 61 x 76.2 centimeters <b>Shape:</b> Rectangular <b>Top Material Type:</b> Wood <b>No. of Drawers:</b> Four (Two large with self and two box type) <b>Keyboard shelf:</b> Yes (sliding)  <b>Please refer to the picture below</b>	<b>4 Nos.</b>



## **Price Schedule (To be Written in Bidders Letter Head Only)**

Sl. No.	Item Name	Description	Rate per Unit (in INR)	Quantity	Total Amount (in INR)
1.	Wooden Computer Table			4	

- The rate should be valid for 1 year

1. Name & Address of the firm for placing purchase order:

2. Signature of the Bidder:

3. Name and Designation:

Place:

Date:

Seal of the Bidder's Firm

## **CONTRACT FORM**

(To be provided by the bidder in the business letter head)

1. (Name of the Supplier's Firm) hereby abide by the delivery schedule mentioned in this document for supply of the items if the purchase order is awarded.
2. The item will be supplied conforming to the specifications stated in this document without any defect and deviations.
3. Warranty will be given for the period mentioned in this document and Service will be rendered to the satisfaction of ARGUCOM, Sivasagar during this period.

Signature of the Bidder: \_\_\_\_\_

Name : \_\_\_\_\_

Business Address : \_\_\_\_\_

Place:

Date:

Seal of the Bidder's Firm